

CHEESMAN TOWER WEST CONDOMINIUM ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

NOVEMBER 20, 2014

MINUTES

I. CALL TO ORDER

The regularly scheduled November 20, 2014 Board of Directors Meeting of the Cheesman Tower West Condominium Association, Inc. was called to order at 6:30 pm in the Cheesman Tower West Lounge, located at 1200 Humboldt St., Denver, CO. Board members present were Rita Bastien, Doug Beekman, Barbara Creek, Jean Reardon, Hall Skeen, and Barbara Wagner. Kevin Hayutin and Jean Ronald, CMCA, AMS were present representing Weststar Management Corp.

II. OWNER FORUM

No owners in attendance.

III. APPROVAL OF MINUTES

A motion was made by Barbara Wagner and seconded by Doug Beekman approving the October 23, 2014 Board Meeting Minutes for the records, with minor corrections noted. All Board members present voted in favor and the motion passed. A copy of the October minutes will be posted to the Association's website.

IV. FINANCIAL BUSINESS

Monthly Financials – The October 31, 2014 Financials were presented and reviewed for the records. This monthly set of financials was accepted by the Board.

Audit Representation Letter – Following a thorough presentation by Doug Beekman of the draft audit for the year ended July 31, 2014; a motion was made by Doug Beekman and seconded by Barbara Creek approving the draft audit for the year ended July 31, 2014 as prepared by L. R. Compton II, LLC, Certified Public Accountants. A copy of the final audit will be posted on the Association's website. The motion passed unanimously.

Review of October 2014 Delinquency Statement – The aging was reviewed and discussed.

V. REPORTS

Association reports were reviewed and presented.

VI. OLD BUSINESS

Balcony Painting – A motion was made by Barbara Creek and seconded by Doug Beekman approving the Board's decision to accept the proposal submitted by Exterior Solutions Plus, Inc. in the amount of \$3,008.00, to be expensed to reserves. All Board members present voted in favor and the motion carried.

Deck Project – It was stated for the records that Chris Morgan, P.E. was onsite reviewing the preliminary drawings. Details on certain specifications were clarified and the bidding process will begin. A motion was made by Barbara Creek and seconded by Hall Skeen authorizing Board member Doug Beekman to represent the Board during this project. All Board members present voted in favor and the passed unanimously.

FHA Approval Process – For the records, all paperwork required for the FHA approval process has been submitted by Lansky, Weigler & Porter, P.C.

VII. NEW BUSINESS

Annual Meeting Preparation - The draft notice and proxy for the upcoming Annual Meeting of the Membership was reviewed. Board members Barbara Creek and Doug Beekman are serving terms that expire in 2015 and Doug indicated a desire to run for another three year term. In addition to the election process, the Board of Directors will present two amendments to the Association Bylaws allowing for the Board of Directors to select the date and time for the Annual Meeting which is currently restricted to be held thirty days of the anniversary of the First Meeting of the Association, and to require a majority of members present and voting, in person or by proxy. A motion was made by Barbara Creek and seconded by Barbara Wagner approving the following language for the proposed amendments to the Bylaws to read:

1) *ARTICLE I - Section 3. of the Bylaws entitles "Regular Meetings" is deleted in its entirety and replaced with the following:*

Section 3. Annual Meetings of Owners. An annual meeting of the Owners shall be held during each of the Association's fiscal years, at such time of the year and date as determined by the Board. At these meetings, the Directors shall be elected by the Members, in accordance with the provisions of these Bylaws. The members may transact other business as may properly come before them at these meetings. Failure to hold an annual meeting shall not be considered a forfeiture or dissolution of the Association.

2) *ARTICLE VII of the Bylaws entitled "Amendments" is deleted in its entirety and replaced with the following:*

ARTICLE VII - Amendments

These Bylaws may be amended by a vote of a majority of members present and voting, in person or by proxy, at a regular or special meeting of members called for such purpose at which a quorum is present, provided notice has been sent to all members pursuant to the bylaws, and such notice sets forth the meeting is being conducted for the purpose of such amendment.

All Board Members voted in favor and the motion was passed. The mailing of the Notice, Proxy, Agenda and Ballot is scheduled for January 2, 2015.

Holiday Party Planning

Planning details took place regarding the December 7, 2014 Holiday Party.

2015 Legal Agreement – The Lansky, Weigler & Porter, P.C. 2015 Legal Fee Schedule for Community Associations was distributed for review.

VIII. CORRESPONDENCE

Association correspondence was reviewed.

IX. ADJOURNMENT – There being no further business, a motion was made and seconded to adjourn the meeting at 9:45 pm. Next Board Meeting date is December 18th at 6:30 pm.

Approved by Barbara Creek date 12/31/14